

Capital Purchase Worksheet

Directions:

Please complete all questions below and submit to Mike Thompson and Wayne Trawick for approval.

Submitted by: Thurston Bullock

Date Submitted: 5/24/2021

Is this purchase listed as a capital purchase in the approved budget? No.

What amount is approved in the budget for this purchase? Requesting an increase to budget

Description of the item and why the item is needed at this time.

New patrol vehicle to replace the damaged/totaled patrol tahoe unit# 316.

Can your job be performed without the purchase of this item? Please explain below.

Yes, but this unexpected loss of vehicle in the fleet negatively impacted our goal to improve the fleet.

Have you obtained any quotes on the purchase to determine if it will come in, at, or below budget? If so, please attach.
Yes.

Is this to replace a current capital asset? Yes.

If so please list below the item being replaced and why it can not be used any longer.
Unit 316, 2016 Chev Tahoe was damaged and declared a total loss by AMIC.

How do you plan to dispose of the item that is being replaced?

Vehicle was settled and purchased by AMIC.

Approval by City Administrator

Signature and Date

Approval by Council President

Signature and Date

*****THIS COMPLETED FORM MUST BE ATTACHED TO THE AGENDA ITEM IN LEGISTAR*****